



FOR OFFICE USE ONLY	
CASE NO.	_____
DATE SUBMITTED	_____

WOLF PEN CREEK BUILDING & SIGN REVIEW APPLICATION Design Review Board

MINIMUM SUBMITTAL REQUIREMENTS

- _____ Application completed in full.
- _____ \$200 Special District Review Fee.
- _____ Ten (10) copies of facade details with dimensions.
- _____ Ten (10) copies of sign details with dimensions.
- _____ Ten (10) copies of the building elevation showing sign placement (if attached signage is proposed).
- _____ Color and material samples.

Date of Preapplication Conference: _____

NAME OF BUSINESS _____

ADDRESS _____

LEGAL DESCRIPTION _____

PRESENT USE OF PROPERTY _____

PROPOSED USE OF PROPERTY _____

APPLICANT'S INFORMATION:

Name _____

Street Address _____

City _____ State _____ Zip Code _____

E-Mail Address _____

Phone Number _____ Fax Number _____

PROPERTY OWNER'S INFORMATION:

Name _____

Street Address _____

City _____ State _____ Zip Code _____

E-Mail Address _____

Phone Number _____ Fax Number _____

DESCRIPTION OF PROPOSED EXTERIOR CHANGES _____

AND/OR

☐

ATTACHED SIGN

Square Footage _____

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FREESTANDING SIGN

Square Footage _____

All Wolf Pen Creek applications must be reviewed by the Design Review Board. Once a meeting is scheduled, the applicant will be notified of the date and time so that he can be present to discuss the proposal with the Board. The applicant has prepared this application and certifies that the facts stated herein and exhibits attached hereto are true and correct.

Signature of Owner, Agent or Applicant

Date